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Approved For Release 2002/01/23 : CIA-RDP78-04314A00

61-757

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25 July 1961

MEMORANDUM FOR: Director of Training

VIA: DD/P Training Officer

SUBJECT: Contingency Task Force Training Program

1. During the year 1960, a great deal of progress was made in developing the concept and content of an annual contingency task force training program which culminated in the successful running of the first course last summer. We were singularly fortunate in obtaining the assistance and cooperation of all interested components of the Agency, and also fortunate that your office and mine could make available almost full-time, the services of Mr. [REDACTED] to do the huge amount of spade work required in developing and running the course. Since that time, actual contingency requirements have been such that neither this Staff nor many other components would have been able to adequately support a running of the course this Spring, and also Mr. [REDACTED] has departed on PCS to the field.

2. I am quite anxious that the momentum gained in this effort last year not be lost and that the course continue and improve. There is no question in my mind as to the validity of the requirement for such training within the Agency. This belief has been reinforced by a recent Inspector General survey of the Staff which recommended that such training continue, and that it be supported throughout the Agency.

3. It, therefore, appears to me that now is the proper time to transfer the basic responsibility for developing, scheduling, and running the course to the Office of Training. You and I have discussed this on several occasions and I believe that you are in agreement with this. In recommending this change, I am not in the slightest degree indicating any diminution of interest or responsibility on the part of this Staff. I think that we can and should play a major role in providing guidance and lending support to the program, and you may feel assured that we will give your office every assistance that lies within our power.

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4. I have designated Mr. [REDACTED] as the member of CA [REDACTED] to assume responsibility for the training aspects of our Staff functions, and to pick up and carry on the activities on which Mr. [REDACTED] was engaged. Mr. [REDACTED] will be prepared to meet with whomever you may designate to help work out further plans for the continued development and improvement of the contingency task force training program. Probably one of the first actions should be the preparation of a suitable memorandum to the Agency components advising them of the change in basic responsibility.

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ROUTING AND RECORD SHEET

OP-2524

SUBJECT: (Optional)

FROM:

25X1A8A

Chief, [REDACTED]

NO.

61-751

H-286

DATE

25 July 1961

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. 2004L
DDP Training Officer

RECEIVED
25 JULY 1961

FORWARDED

[Signature]

To 1: Copy attached for your files, if desired.

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2.

A Director of Training

[Signature]

[Signature]

3.

C/DS

16 Aug

[Signature]

4.

DTR [REDACTED]

2 Aug

3 Aug

KIR

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DTR

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DTR

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